

Colors Highlighting the Records Represent Current Classifications in SDMS	Notes
PREVIOUSLY RELEASED	Documents that have been previously released in prior FOIAs.
RELEASABLE	Documents needing confirmation as releasable.
Unclassified	Documents needing classification as either releasable or confidential. Drafts are usually marked as unclassified.
Incomplete	Documents that are incomplete. They may have never been received by the contractors.
FOIA Exemption 4	These documents are currently indexed to confidential phases.
FOIA Exemption 5 OR 7	These documents are currently indexed to confidential phases.
FOIA Exemption 6	These documents are currently indexed to confidential phases.

FOIA EXEMPTION	SDMS Access Code
4 - Trade Secrets, Commercial or Financial Information (CBI)	CBI
5 - Privileged Inter / Intr-Agency Memoranda	PAC
5 - Privileged Inter / Intr-Agency Memoranda	PAW
5 - Privileged Inter / Intr-Agency Memoranda	PDP
5 - Privileged Inter / Intr-Agency Memoranda	PSN
6 - Personal Privacy	PVT
7 - Law Enforcement	ENF

FIELD NAME	INSTRUCTIONS
DOC ID	The SDMS document number.
RESPONSIVE YES or NO	Enter the letter "Y" if the document is responsive to the request or "N" if the document is not responsive. This will help to track whether the document has been reviewed.
NEW PHASE ACTIVITY	If the current phase activity requires changing, enter the new phase activity here. *See the FOIA EXEMPTIONS list above for further guidance.
NEW ACCESS CODE	If the current access code requires changing, enter the new access code here.
COMMENTS	Please include additional direction/explanation in this field.
DECLASSIFICATION REQUIRED	If a document is classified and it has been reviewed deemed releasable, enter "Y" here. Please note that if there is a confidentiality statement or stamp on the actual document that the document will need to be stamped as declassified, initialed by EPA personnel and rescanned. Please allow time for this.
REDACTION REQUIRED	If a confidential document requires redaction so that it may be released under FOIA, specify exactly which information is to be redacted from the document.

**Hyperlink Doc IDs may not work if:	Hyperlink Doc ID Solution:
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Additional Description
Attorney Client
Attorney Work
Deliberative Settlement Negotiations

1. You received a CD and have made a copy of the Excel metadata file on your local computer	Create a folder on your computer and copy the Excel file and PDF files into the same folder.
2. You received the Excel file metadata only and you are not on the EPA network	Connect to the EPA network.



DOC ID	PLEASE INDICATE IF THIS IS A RECORD OR NOT - YES OR NO	PLEASE INDICATE IF THE DOCUMENT IS RESPONSIVE YES OR NO	PLEASE INDICATE IF THE IS SENSITIVE - YES OR NO	PLEASE INDICATE IF REDACTIONS ARE REQUIRED - PAGE NUMBERS, TYPE OF INFORMATION NEEDING REDACTION ETC.	CURRENT ASSIGNED PHASE ACTIVITY
<u>716022</u>					BR
<u>716023</u>					BR

PLEASE INDICATE IF NEW PHASE ACTIVITY IS REQUIRED - PLEASE SEE PHASE ACTIVITY TAB BELOW IF NEEDED	CURRENT ASSIGNED ACCESS CODE	PLEASE INDICATE NEW ACCESS CODE	ADDITIONAL EPA COMMENTS - ANY OTHER CHANGES NEEDED TO METADATA, SUCH AS THE TITLE, DATE, ETC.	COMMENTS FROM CONTRACTOR DURING DOCUMENT REVIEW
	REL REL			

INDICATES THE  
DOCUMENT HAS BEEN  
PREVIOUSLY RELEASED

DOCID	DOC_DATE	PAGE_COUNT
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716022	03/28/2011	5
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716023	04/13/2010	8
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**TITLE**

[INFORMATION REGARDING THE PLANTERS GROVE PARK CENTRAL CITY NEW ORLEANS PROJECT AND THE GREAT WORK  
[BROWNFIELD REPORTS AS OF 04/12/2010]



REL_DOCID	PHASE_ACTIVITY	Phase Activity Description	ACCESS_CODE	SITE_ID
	BR	BROWNFIELDS	REL	BRLANOTBA354
	BR	BROWNFIELDS	REL	BROWNFIELDS

Site Name	SSID/OUID	TRACKING_TYPE	TRACKING	Tracking Description
CENTRAL CITY NEW ORLEANS		KEY	4.99	
	Q014	KEY	4.99	

**ADDRESSEE**

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AUTHOR	DOC_TYPE
SMITH MONICA , (U.S. ENVIRONMENTAL PROTECTION AGENCY)	85   55
SMITH MONICA , (U.S. ENVIRONMENTAL PROTECTION AGENCY)	85   55

Doc Type Description	RETENTION_CODE	Retention Description	COLLECTION_TYPE
ELECTRONIC RECORD   E-MAIL MESSAGE			SC29510
ELECTRONIC RECORD   E-MAIL MESSAGE			SC29510

COLLECTION_ID	Alt Media	Contract Info	WADO	BEGIN_BATES	END_BATES
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Box	Box Of	Accession	Department	Barcode	OPERATOR	COMMENTS
				SMARTIN		
				SMARTIN		

COST_TYPE	PKG_OR_REPORT	STATE	BEG_DOC_DATE	END_DOC_DATE
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AMOUNT	BEG_BATES	END_BATES	IS_REDACTED	COST_DETAIL_COMMENTS

DELIVERY_FORM		NUM_OF_CDS	SOURCE_LOCATION	ACCESSION_NUM	PKG_TYPE
AT					

YOU CAN CLICK ON THE LINKS FOR A MORE DETAILED EXPLANATION OF THE THE PHA

## RELEASABLE PHASES

<a href="#"><u>AF</u></a>	<a href="#"><u>AS</u></a>	<a href="#"><u>BR</u></a>	<a href="#"><u>CL</u></a>	<a href="#"><u>CR</u></a>	<a href="#"><u>DL</u></a>	<a href="#"><u>DO</u></a>
<a href="#"><u>EM</u></a>	<a href="#"><u>ER</u></a>	<a href="#"><u>FE</u></a>	<a href="#"><u>FI</u></a>	<a href="#"><u>GU</u></a>	<a href="#"><u>HE</u></a>	<a href="#"><u>HI</u></a>
<a href="#"><u>LP</u></a>	<a href="#"><u>NA</u></a>	<a href="#"><u>ND</u></a>	<a href="#"><u>NL</u></a>	<a href="#"><u>NM</u></a>	<a href="#"><u>NP</u></a>	<a href="#"><u>OF</u></a>
<a href="#"><u>OP</u></a>	<a href="#"><u>RA</u></a>	<a href="#"><u>RD</u></a>	<a href="#"><u>RI</u></a>	<a href="#"><u>RR</u></a>	<a href="#"><u>RT</u></a>	<a href="#"><u>SA</u></a>

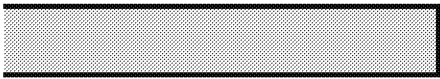
<a href="#"><u>AF</u></a>	Agreements Federal	<a href="#"><u>LP</u></a>	Legal, Pleadings
<a href="#"><u>AS</u></a>	Agreements State	<a href="#"><u>NA</u></a>	Enforcement, Accounts
<a href="#"><u>BR</u></a>	Brownfields	<a href="#"><u>ND</u></a>	Enforcement, Case Development
<a href="#"><u>CL</u></a>	Contract Laboratory	<a href="#"><u>NL</u></a>	Enforcement, Legal Documents
<a href="#"><u>CR</u></a>	Community Relations	<a href="#"><u>NM</u></a>	Enforcement, Master EPA Correspondence
<a href="#"><u>DL</u></a>	Deletion	<a href="#"><u>NP</u></a>	Enforcement, (PRP) Specific
<a href="#"><u>DO</u></a>	Docket - DO [UNDER DE	<a href="#"><u>OF</u></a>	Operational & Functional
<a href="#"><u>DP</u></a>	Cost Documentation, Re	<a href="#"><u>OM</u></a>	Operations & Maintenance
<a href="#"><u>EM</u></a>	Emergency Response	<a href="#"><u>OP</u></a>	Oil Pollution Act
<a href="#"><u>ER</u></a>	Removal Administrative	<a href="#"><u>RA</u></a>	Remedial Action
<a href="#"><u>FE</u></a>	Federal Emergency Man	<a href="#"><u>RD</u></a>	Remedial Design
<a href="#"><u>FI</u></a>	Freedom of Information	<a href="#"><u>RI</u></a>	Remedial Investigation
<a href="#"><u>GU</u></a>	Guidance Documents	<a href="#"><u>RR</u></a>	Remedial Administrative Record
<a href="#"><u>HE</u></a>	Health Assessment	<a href="#"><u>RT</u></a>	Natural Resources Trustee
<a href="#"><u>HI</u></a>	History	<a href="#"><u>SA</u></a>	Site Assessment
<a href="#"><u>LG</u></a>	Legal, General Correspo	<a href="#"><u>WP</u></a>	Work Performed Documentation

SE ACTIVITIES WHILE YOU ARE AT THE REGION 6 OFFICE

DP  
LG  
OM  
WP

CONFIDENTIAL PHASES	
<u>BC</u>	<u>CC</u>

<u>BC</u>	Business Confidential
<u>CC</u>	Contractor Confidential
<u>DC</u>	Cost Documentation, Confidential
<u>FC</u>	Federal Emergency Management Agency, Confidential
<u>LC</u>	Legal, Confidential
<u>NC</u>	Enforcement, Confidential
<u>PC</u>	Privacy Act, Confidential
<u>SC</u>	Site Assessment, Confidential



<u>DC</u>	<u>FC</u>	<u>LC</u>	<u>NC</u>	<u>PC</u>	<u>SC</u>
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<u>DC</u>	<u>FC</u>	<u>LC</u>	<u>NC</u>	<u>PC</u>	<u>SC</u>
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